



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Donna M. Anderson, Treasurer
National Republican Congressional
Committee Expenditures
320 First Street
Washington, DC 20003

NOV 24 1999

Identification Number: C00075820

Reference: June Monthly Report (5/1/99-5/31/99)

Dear Ms. Anderson:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Line 6(a) of the Summary Page represents the total cash-on-hand as of January 1, 1999. This figure should be the same on all the reports covering the calendar year. Please amend your report to clarify the change made in Line 6(a).

-Schedule D of your report has failed to include certain information. Commission Regulations require the full name and mailing address of each creditor, the outstanding balance at the beginning and end of the reporting period, the amount incurred during the period, the payment made during the period, and the nature or purpose of each debt. Additionally, all debts must be reported continuously until extinguished or settled. Please amend your report by providing the nature or purpose for the debt owed to Washington Hilton & Towers. 11 CFR §104.11

-Please provide a memo Schedule A to disclose the corporate in-kind contributions disclosed on Schedule H4 of your federal report. Pursuant to Advisory Opinion 1992-33, Schedule I should include the full in-kind contribution amount received by the non-federal account with a supporting memo Schedule A that itemizes the contributor's information.

In addition, please be advised that the total amount of the contribution